

**Chapter 2.30****COMMUNITY SERVICES DEPARTMENT**

(2332-1/79, 2399-11/79, 2464-12/80, 2469-2/81, 2932-4/88, 3075-10/90)

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**2.30.010 Established.** There is hereby established a Department of Community Services.  
(2399-11/79)

**2.30.020 Objectives.** The objectives of the department shall be as follows: (2932-4/88)

- (a) To establish, facilitate, and maintain ample and sufficient safety services for the harbors and beaches owned, leased and controlled by the City. (2932-4/88)
- (b) To operate and maintain all department facilities. (2932-4/88)
- (c) To encourage, foster, facilitate, establish and maintain systematized recreation, park acquisition and development, cultural and human services programs as directed by the City Council. (2932-4/88, 3075-10/90)
- (d) To assist department advisory boards, commissions, and committees including, but not limited to, the Community Services Commission, Human Resources Board, Council on Aging, Allied Arts Board, Youth Board and Historic Resources Board. (2932-4/88, 3075-10/90)
- (e) To cooperate with other governmental agencies and civic groups in the advancement of sound recreational, park, beach and cultural planning under the direction of the City Council. (2932-4/88, 3075-10/90)
- (f) To be responsible for human services, including direct service delivery as well as the enhancement of communication, cooperation, and coordination among agencies, organizations, and those individuals providing services to the residents of the City, such services to be offered on any part of the properties owned or controlled by the City or on any other properties with the consent of the owners and the authorities thereof. (2932-4/88, 3075-10/90)
- (g) To assure that park property shall not be subject to continuous or exclusive use of any one particular or special interest group unless the membership of such group is open to the public on a nondiscriminatory basis. (2932-4/88)
- (h) To be responsible for cultural services including both direct and indirect services delivery in the areas of municipal arts and museum/ historic services by cooperative efforts with numerous cultural organizations for the enhancement of the cultural environment and economic viability of the community. (2932-4/88)

**2.30.030 Director--Powers and duties.** The Director of Community Services shall be appointed by the City Administrator with the approval of the City Council. The director shall have the following powers and duties: (2932-4/88)

- (a) Plans, organizes and directs programs and activities in harbors, beaches, recreation, parks, human services, and the arts and historic/museum services. (2932-4/88, 3075-10/90)
- (b) Directs and coordinates all activities and phases of operations within the department. (2932-4/88)
- (c) Advises on acquisition, design and construction of recreational, beach, park and cultural facilities. (2932-4/88, 3075-10/90)
- (d) Insures recreation, beach, park, human services, cultural, arts and museum needs are met and maintained within established framework, and executes policy, rules and regulations as established by the City Council. (2932-4/88, 3075-10/90)
- (e) Investigates and authorizes purchase of materials and equipment necessary to implement and operate programs. (2932-4/88)
- (f) Determines department policies and procedures. (2932-4/88)
- (g) Communicates program plans and activities to various city, intercity and community groups. (2932-4/88)
- (h) Prepares and administers departmental budget. (2932-4/88)
- (i) Serves as secretary to the department's advisory boards and commissions or appoints appropriate staff so to serve. (2932-4/88, 3075-10/90)
- (j) Performs such other duties and has such other powers as the City Council may establish hereafter by resolution. (2932-4/88)

**2.30.040 Appointment of subordinates.** The director, with the approval of the City Administrator, shall appoint all other officers, assistants, deputies, and employees of the Community Services Department. (2399-11/79)

**2.30.050 Fees and charges.** The department has authority to charge reasonable fees for use of city buildings, property, and facilities, and for participation in related activities to help defray public expense, subject to approval of the City Council. (2932-4/88)

**2.30.060 Acceptance of gifts.** The department may accept all gifts, devises, legacies, or bequests from any source, public or private, in the name of the city subject to the approval of the City Council. All monies so obtained by the department shall be deposited by the director or his duly authorized subordinate in the general fund of the treasury of the city or in any special fund the City Council may designate. (2332-1/79)

**2.30.070 Annual budget.** The City Council shall annually establish a community services budget. (2399-11/79)

**2.30.080 Terms.** Wherever the terms "Harbors and Beaches Department," "Recreation, Parks and Human Services Department" or "Department of Harbors, Beaches, Recreation and Parks" are used in this code, or in any resolution adopted by the City Council, they shall be deemed to mean and read "Community Services Department." Wherever the terms "Director of Harbors and Beaches," "Director of Recreation, Parks and Human Services" or "Director of Harbors, Beaches, Recreation and Parks" are used in this code, they shall be deemed to mean and read "Director of Community Services." (2932-4/88, 3075-10/90)